



MONROE COUNTY PLANNING DEPARTMENT

VARIANCE APPLICATION

Application Fee: *\$1,060.00

Administrative Variance fee: \$650.00

+ *\$245.00 for each newspaper advertisement (X 3)

+ *\$3.00 for each property owner noticed

1) PROPERTY OWNER:

Name: _____

Mailing Address: _____

Phone: (Home) _____ (Work) _____ (Fax) _____

2) AGENT (If Applicable):

Name: _____

Mailing Address: _____

Phone: (Home) _____ (Work) _____ (Fax) _____

3) LEGAL DESCRIPTION OF PROPERTY:

Street Address: _____

Subdivision: _____ Lot: _____ Block: _____

Key: _____ MM: _____ RE Number: _____

If in metes and bounds, attach legal description on separate sheet.

4) Describe the variance request and exactly what the variance would allow you to do: _____

5) BACKGROUND INFORMATION:

a) Land Use Designation: _____

b) Size of Property: _____

c) Present Use of Property: _____

6) **VARIANCE CONDITIONS:** When answering the following questions, consider the limitations described on page three of this application. Please use additional paper if necessary.

a) How can you show good and sufficient cause why the variance should be granted?

b) What exceptional hardship would occur if the variance is not granted?

c) If the variance is granted, would there be additional threats to public expense which would not otherwise occur? Would it create a nuisance? Or cause fraud or victimization of the public?

d) What are the unique or peculiar circumstances or conditions that apply to the property subject to the variance, but which do not apply to other properties in the same land use district?

e) If the variance is granted, would it confer upon the applicant any special privilege denied by the County's Land Development Regulations to other properties in the same land use district? Please explain why:

7) Have you applied for a variance on this property in the past?_____

If yes, when?_____

Circumstances of previous application:_____

PLEASE NOTE:

The Planning Commission and Planning Director, in determining whether the foregoing conditions for a variance are met, shall only consider the following factors as relevant:

- a) Physical characteristics of the proposed construction for which a variance is requested;
- b) Whether it is possible to use the property without the variance;
- c) The increased or decreased danger to life and property if the variance is or is not requested;
- d) The importance to the community of the services to be provided if the proposed variance is granted;
- e) The compatibility of the proposed variance in light of existing and permitted development in the immediate area;
- f) The safety of access to the property for ordinary and emergency vehicles if the variance is or is not granted;
- g) The additional or lessened costs of providing governmental services if the variance is or is not granted.

The Planning Commission and Planning Director shall not consider the following factors in determining if the foregoing conditions are met:

- a) The physical disabilities or handicaps and health of the applicant or members of his family;
- b) The domestic difficulties of the applicant or his family.

The following supporting information must accompany the application for variance:

NOTE: If the supporting data (i.e. survey, site plan) is larger than 8 1/2 x 14 inches, sixteen (16) copies must be submitted, for an administrative variance three (3) copies must be submitted.

- a) Photographs of site; looking N, E, S & W from perimeters of property and from the main adjacent road. A recent aerial photograph with property boundaries delineated may be substituted.
- b) A site plan showing proposed building, all structures, improvements, parking facilities, etc. with all dimensions to scale must be submitted. Indicate on the site plan any proposed structures with variances and the location of property entrance.

- c) Land Use District Map showing surrounding property within one thousand (1,000) feet of subject property boundaries.
- d) Typed Name and Address **MAILING LABELS** of property owners within a 300 feet radius of the subject property. This list should be compiled from the current tax rolls located in the Property Appraiser's Office. **Also**, please provide the listing of the names, subdivision name, lot and block # and RE #'s for each address and note those that are adjoining the property. Adjoining lots are not disrupted by a canal or street. When a condominium is within three hundred (300) feet of the proposed variance, information on each unit owner must be provided.
- e) Proof of ownership of subject property. (Copy of recorded Warranty Deed or tax bill).
- f) Survey of the property prepared by a surveyor registered in the State of Florida.

I certify that I am familiar with the information contained in this application, and to the best of my knowledge, such information is true, complete and accurate.

Applicant's Signature

STATE OF _____
COUNTY OF _____

Sworn to (or affirmed) and subscribed before me this _____ day of _____,
20_____, by _____ who is personally known or
who has produced _____ as identification.

Notary Public
My Commission Expires